

2008 – 339

**December 2, 2008  
Regular Township Committee  
Meeting Minutes**

A Regular Meeting of the Kingwood Township Committee was called to order at 7:00 P.M. with Mayor Augustine presiding.

Also present at the meeting were Deputy Mayor Burke, Committeewoman Niemann, Attorney Judith Kopen, C.F.O. D. Laudenbach, Deputy Clerk Keller and Clerk MacConnell. Following the salute to the Flag, Mayor Augustine read aloud the following:

**Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by publication of the notice in the Delaware Valley News and the Express Times on January 10, 2008 and by telefaxing copies of the notice to the Courier News and Star Ledger on January 8, 2008. Copies of the notice were also posted in the Kingwood Township Municipal Building and Baptistown Post Office on January 8, 2008.**

**In order to ensure full public participation in this meeting, all members of this Committee or Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.**

**CORRESPONDENCE**

**Resolution and Petition from Cty Freeholders re: One Year Extension to File Fair Share Plans with COAH**

The Committee reviewed the Correspondence from the County Freeholders and all agreed to support the One Year Extension to File Fair Share Plans with COAH. The Committee members all agreed to sign the petition and also suggested sending the petition around to the seniors and other residents that would like to be in support of the extension.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 171**

**WHEREAS,** a petition is being circulated asking Governor Corzine to issue an Executive Order granting municipalities a one-year extension to file the Fair Share Plans with the Council on Affordable Housing; and

**WHEREAS**, the Council on Affordable Housing has adopted revised rules which increase the Third Round municipal obligations of Affordable Housing and required municipalities to submit their fair share plans for compliance with their affordable housing obligation by December 31, 2008; and

**WHEREAS**, the New Jersey Department of Environmental Protection has adopted new rules governing the development of Regional Wastewater Management Plans and required these wastewater management plans be prepared and submitted to the State by April 2009; and

**WHEREAS**, these State mandates continue to place increasing demands on overburdened municipal budget and drive escalating property taxes which make New Jersey less affordable and less attractive to businesses; and

**WHEREAS**, the County of Hunterdon has a history of supporting its municipalities, especially regarding issue of regional importance.

**NOW, THEREFORE, BE IT RESOLVED**, that the Hunterdon County Board of Chosen Freeholders strongly supports its municipal partners, and endorses this petition to Governor Jon Corzine granting a one-year extension for the submission of all municipal Fair Share Plans; and

**BE IT FURTHER RESOLVED**, that an attested copy of this resolution; as adopted, shall be sent to Governor Jon Corzine, Joseph V. Doris, Jr., Chairman, Council on Affordable Housing, Lucy Vandenberg, Executive Director, COAH, and the Mayors of all Hunterdon County municipalities.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>- Burke, Niemann, Augustine</b>
	<b>Nay</b>	<b>- None</b>
	<b>Abstain</b>	<b>- None</b>
	<b>Absent</b>	<b>- None</b>

**Letter from Cty Dept of Health re: Outdoor Wood Boiler Units**

The Committee members reviewed the letter from the County, and decided that it would be best to post this information on the web site for the residents to see the information.

**PARIS Grant Program**

The Committee members agreed to reapply for the Paris Grant Program.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 172**

**PARIS GRANTS PROGRAM  
SHARED SERVICES WITH HUNTERDON COUNTY**

**WHEREAS**, the State of New Jersey has launched its pioneering Public Archives and Records Infrastructure Support (PARIS) grant program to meet the strategic records management, preservation, and storage needs of county and municipal governments; and

**WHEREAS**, a top priority of the PARIS grants program is to achieve efficiencies of cost and operation through shared services and to create a service structure for municipalities and County governments; and

**WHEREAS**, in the 2009-10 grant cycle, priority funding will be given to county projects to perform municipal inventories, needs assessments and strategic plans for all of their municipalities; and

**WHEREAS**, the Kingwood Township Committee desires to collaborate with Hunterdon County in the Performance Records Reorganization, Inventory & Purging Continuation Project; and

**WHEREAS**, the Kingwood Township Committee is acknowledging that their eligible funds, in the amount of \$40,000.00 will be leveraged with Hunterdon County; and

**WHEREAS**, the Kingwood Township Committee is acknowledging that any balance of leveraged monies will be utilized by the County for the purpose of the completion of the County Records Center PARIS grant expansion project and or other PARIS/County approved initiatives; and

**WHEREAS**, the Kingwood Township Committee is acknowledging that Hunterdon County would be both the lead agency and the applicant for such a proposal; and

**WHEREAS**, the Kingwood Township Committee is acknowledging the State is the final determination of the 2009/2010 PARIS grant program and projects and agrees not to hold the County responsible for the application, project and funding award as determined by the State of New Jersey PARIS grant program for Kingwood Township and the purposes set forth above; and

**NOW, THEREFORE, BE IT RESOLVED** by the Kingwood Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey, that the Kingwood Township Committee does support and commit to cooperation and participation in the PARIS grant for the purposes set forth above, and to execute and deliver all documents required incident thereto.

This being submitted at the regular meeting of the Kingwood Township Committee held on December 2, 2008.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>- Burke, Niemann, Augustine</b>
	<b>Nay</b>	<b>- None</b>
	<b>Abstain</b>	<b>- None</b>
	<b>Absent</b>	<b>- None</b>

**Letter from Delaware Riverkeeper**

The Committee reviewed a request letter from the Delaware Riverkeeper asking the Committee to adopt a resolution or approve a motion for the municipality's governing body to send a letter to the U.S. Environmental Protection Agency in support of adding the Curtis Paper Mill Facility in Milford, NJ to the National Priority List as a superfund site. Mrs. Niemann noted that this was discussed at the Township's Environmental Commission. She said they all agreed that this is an initiative that the Township should support.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to write a letter to the U.S. Environmental Protection Agency in support of adding the Curtis Paper Mill facility in Milford, NJ to the National Priority List as a superfund site.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>- Burke, Niemann, Augustine</b>
	<b>Nay</b>	<b>- None</b>
	<b>Abstain</b>	<b>- None</b>
	<b>Absent</b>	<b>- None</b>

**Letter from the Mayor of East Amwell Township re: Elimination of Funding for Non-profit Organizations**

Mr. Burke explained the details of the letter. The letter stated that the Hunterdon County Board of Freeholders are considering a rule change that would eliminate non-profit organizations from participation in the County's Farmland and Open Space Trust Fund.

East Amwell Township agrees that this is an unwise action. There was a lengthy discussion by the Committee members. They decided they would like to speak to a non-profit organization and representatives from the Hunterdon Land Trust Alliance before making any decisions.

**Bill to Restore RCA's**

Committeewoman Niemann mentioned a letter from a Mr. Tom Kane Jr. in reference to a Bill that would restore RCA's (Regional Contribution Agreements). Mrs. Niemann asked the Committee members if they approve that she contact Senator Rice, the Sponsor of this Legislation on the Township's behalf, and to let them know that the Township is in support of the Bill.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to write a letter from the Mayor of Kingwood Township to Senator Ronald L. Rice, Sponsor of the Legislation in support of the Bill to restore the RCA's.

**Roll Call Vote:**      **Aye**                      - **Burke, Niemann, Augustine**  
                                 **Nay**                         - **None**  
                                 **Abstain**                 - **None**  
                                 **Absent**                    - **None**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 –160**

**2008 BUDGET APPROPRIATION TRANSFERS**

**BE IT RESOLVED**, by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to make the following transfers within the 2008 Budget Appropriations:

<b>FROM</b>	<b>AMOUNT</b>	<b>TO</b>
118-1055-299	\$1,500.00	118-1050-299
118-0004-003	\$ 150.00	118-0003-299
118-0010-299	\$1,500.00	118-1300-400
118-0800-299	\$ 750.00	118-1300-400

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried to adopt the foregoing Resolution.

2008 - 344

**Roll Call Vote:**            **AYE**            - **Burke, Niemann, Augustine**  
                                 **NAY**            - **None**  
                                 **ABSTAIN**    - **None**  
                                 **ABSENT**     - **None**

**BILLS AND CLAIMS**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to approve and pay the bills and claims in the amount of **\$ 464,748.46** that are in order and attached as **Bill List** for **December** 2008.

**Roll Call Vote:**            **AYE**            - **Burke, Niemann, Augustine**  
                                 **NAY**            - **None**  
                                 **ABSTAIN**    - **None**  
                                 **ABSENT**     - **None**

**PUBLIC COMMENT - PRIVILEGE OF THE FLOOR**

Jack MacConnell, Spring Hill Road Reported that there was some vandalism by the bridge at Copper Creek. He said that the bridge was hit by a car, and also damage to the bridge. He asked if the Township Committee would write a letter to the local police station asking for a little more vigilant to have someone cover that area. A letter written by the Mayor will be sent to the local police station.

**REPORTS**

Mayor Augustine noted that the following have been received and are available for review:

- Tax Collector's Report of October 2008
- Municipal Court Report of October 2008
- Construction Department Report of October 2008
- Zoning Permits Report of December 2008

**Township Engineer's Monthly Report**

Deputy Mayor Burke commented briefly on the N.J.D.O.T. He stated that the Township withdrew their request for an award they received for Oak Grove Road. They were then told they could apply for an award for Spring Hill Road, but recently heard that the State will not accept the application for Spring Hill Road. Mr. Burke noted that he will follow up with a call to Kris Kolluri, Commissioner for the N.J.D.O.T. Mr. Burke also stated that the Township will be reapplying for the grant for Spring Hill Road.

Animal Control Reports of October and November 2008

The Committee members briefly reviewed the Animal Control Reports.

New Jersey League of Municipalities

Committeewoman Elaine Niemann commented on the updates from the N.J.L.M. Convention in Atlantic City. She reviewed the COAH Challenge and an update on a time line. She explained that in early January the League will be filing a brief, which then the Township will hear from COAH by March 5, and by April there is a reply brief that can be submitted. Mrs. Niemann stated that by June, the Court will have reached a conclusion on that piece of litigation. She noted that there are 250 municipalities participating in the League Challenge, and also 24 other claimants with their own challenges and many other groups. Mrs. Niemann announced that she also attended a seminar on noise. She also obtained information on Historic Preservation, and how to transform your communitys landscape by using arts, history and culture. She also attended personnel workshops, which she expressed were very useful and interesting. Mrs. Niemann mentioned she brought back many items of literature for those who would like to see them.

Gypsy Moth Program

A letter from the Department of Agriculture was sent to the Clerk's office. They reported that no major infestations were detected in Kingwood Township.

**FUTURE MEETINGS AND ACTIVITIES**

Mayor Augustine reviewed as per the Agenda.

**Schedule End of Year Meeting**

The Committee members chose to schedule a Special Township Committee meeting to be held on Tuesday, December 30, 2008 at 5:30 P.M. Mrs. Niemann noted that she will have the revisions to be adopted that evening for the Employee Manual and Handbook.

**Schedule Reorganization Meeting**

The Committee members agreed to schedule a Reorganization meeting on January 6, 2008, 6:00 P.M. with the Regular monthly meeting following that same evening.

**ORDINANCES**

**ORDINANCE NO. 15-25-2008 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO AMEND THE DEVELOPMENT REGULATIONS OF THE TOWNSHIP OF KINGWOOD, SPECIFICALLY "CHAPTER 115 – SUBDIVISION OF LAND" AND CHAPTER 132 – ZONING" OF THE GENERAL ORDINANCES OF THE TOWNSHIP VOL.15, PG.15-25– Public Hearing and Final Adoption**

Mayor Augustine read Ordinance aloud by title.

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 3<sup>rd</sup> day of November, 2008. The Ordinance was published in the Courier News on November 20, 2008 and has been posted in the Kingwood Township Municipal building on November 4<sup>th</sup>, 2008. Copies of the Ordinance have been available for inspection by the public since November 4<sup>th</sup>, 2008.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to open the hearing to the public. **All voted Aye on Roll Call Vote.**

Public Comments: No comments

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to close the public comment portion of the hearing. **All voted Aye on Roll Call Vote.**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt on final reading **ORDINANCE NO. 15-25-2008 AN ORDINANCE OF THE TOWNSHIP OF KINGWOOD, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO AMEND THE DEVELOPMENT REGULATIONS OF THE TOWNSHIP OF KINGWOOD, SPECIFICALLY “CHAPTER 115 – SUBDIVISION OF LAND” AND CHAPTER 132 – ZONING” OF THE GENERAL ORDINANCES OF THE TOWNSHIP.**

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**ORDINANCE**

**ORDINANCE NO. 15-26-2008 AN ORDINANCE TO AMEND THE TOWNSHIP’S DEVELOPMENT FEE ORDINANCE VOL.15, PG.15-26 Public Hearing and Final Adoption**

Mayor Augustine read Ordinance aloud by title.

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 3<sup>rd</sup> day of November, 2008. The Ordinance was published in the Courier News on November 20, 2008 and has been posted in the Kingwood Township Municipal building on November 4<sup>th</sup>, 2008. Copies of the Ordinance have been available for inspection by the public since November 4<sup>th</sup>, 2008.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to open the hearing to the public. **All voted Aye on Roll Call Vote.**

Public Comments: No comments

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to close the public comment portion of the hearing. **All voted Aye on Roll Call Vote.**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt on final reading **ORDINANCE NO. 15-26-2008 AN ORDINANCE TO AMEND THE TOWNSHIP'S DEVELOPMENT FEE ORDINANCE.**

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**ORDINANCE**

**ORDINANCE NO. 15-27-2008 AN ORDINANCE TO ESTABLISH INSURANCE FUND AND AN INSURANCE FUND COMMISSION IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:10-6, ET SEQ. VOL.15, PG.15-27 Public Hearing and Final Adoption**

Mayor Augustine read Ordinance aloud by title.

This Ordinance was introduced and adopted on first reading at a meeting of the Kingwood Township Committee on the 3<sup>rd</sup> day of November, 2008. The Ordinance was published in the Courier News on November 6, 2008 and has been posted in the Kingwood Township Municipal building November 4<sup>th</sup>, 2008. Copies of the Ordinance have been available for inspection by the public since November 4<sup>th</sup>, 2008.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to open the hearing to the public. **All voted Aye on Roll Call Vote.**

Public Comments: No comments

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to close the public comment portion of the hearing. **All voted Aye on Roll Call Vote.**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt on final reading **ORDINANCE NO. 15-27-2008 AN ORDINANCE TO ESTABLISH INSURANCE FUND AND AN INSURANCE FUND COMMISSION IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:10-6, ET SEQ.**

**Roll Call Vote:**

<b>AYE</b>	-	<b>Burke, Niemann, Augustine</b>
<b>NAY</b>	-	<b>None</b>
<b>ABSTAIN</b>	-	<b>None</b>
<b>ABSENT</b>	-	<b>None</b>

**ORDINANCE**

**ORDINANCE NO. 15-28-2008 TO PROVIDE FOR SUPPLEMENTAL RETIREMENT HEALTH INSURANCE BENEFITS** – Introduction and Adoption on First Reading

Mayor Augustine read the Ordinance aloud which was introduced.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt on first reading **ORDINANCE NO. 15-28-2008 AN ORDINANCE TO PROVIDE FOR SUPPLEMENTAL RETIREMENT HEALTH INSURANCE BENEFITS.**

**Roll Call Vote:**

<b>AYE</b>	-	<b>Burke, Niemann, Augustine</b>
<b>NAY</b>	-	<b>None</b>
<b>ABSTAIN</b>	-	<b>None</b>
<b>ABSENT</b>	-	<b>None</b>

**Consideration of final adoption at a public hearing is scheduled for Tuesday, December 30, 2008 at a meeting beginning at 5:30 P.M. at the municipal building.**

**RESOLUTIONS**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 161**

**RESOLUTION OF THE KINGWOOD TOWNSHIP COMMITTEE DEDICATING BY RIDER THE BUDGET OF THE TOWNSHIP REVENUE FROM THE SELF INSURANCE TRUST FUND**

**WHEREAS**, an Ordinance to Establish Insurance Funds and an Insurance Fund Commission in Accordance with the Provisions of N.J.S.A. 40A:10-6, at seq., N.J.S.A. 40A:10-12 and 13 and N.J.S.A. 40 A:10-8 was passed by the Kingwood Township Committee on or about December 2, 2008; and

**WHEREAS**, such Ordinance established two insurance funds, “The Kingwood Liability and Property Damage Insurance Fund” and “The Kingwood Township Worker’s Compensation Insurance Fund,” and each fund is comprised of one or more accounts designated by year, category of risk and/or such other designations as shall provide sufficient flexibility to meet the purposes and intent of the Ordinance; and

**WHEREAS**, said funds are not subject to a reasonably accurate estimate in advance for purposes of the budget of the Township of Kingwood.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey that self insurance funds shall be placed in a specific trust fund and such trust fund shall be considered a “dedication by rider” to the budget of the Township of Kingwood; and

**BE IT FURTHER RESOLVED** that the Township shall include in its budget a statement in substantially the following form, “the dedicated revenues anticipated during the year 2008 from the self insurance trust fund are hereby anticipated as revenue and are hereby appropriated for the purposes to which said revenue is dedicated by statute or other legal requirements.”

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 162**

**HUNTERDON COUNTY MUNICIPAL GRANTS  
PROGRAM ALLOCATION**

**WHEREAS**, the Township of Kingwood has been allocated an amount in the Hunterdon County Open Space, Recreation, Farmland and Historic Preservation Trust Fund Municipal Grants Program for the year 2007; and

**WHEREAS**, the Township of Kingwood will not be applying for or utilizing the funds for the year 2007;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey to request the County to bank and reserve the funds allotted in the year 2008 of \$33,880.15 in the Municipal Grants Program for next year.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to adopt the foregoing Resolution.

2008 – 350

Roll Call Vote: AYE - Burke, Niemann, Augustine  
NAY - None  
ABSTAIN - None  
ABSENT - None

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 163**

**TAX APPEAL REFUND**

**WHEREAS**, the owners of Block 15, Lot 4 were successful in a Tax Court appeal in a reduction of the assessed value for 2007 and 2008; and

**WHEREAS**, the owner of Block 15, Lot 4 did not pay the fourth quarter 2008 real estate taxes due to the appeal and received a credit on the fourth quarter in the amount of \$10,946.63.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a refund as follows, payable to 869 State Highway 12 c/o Harry Haushalter, 2119 Route #33, Suite A, Hamilton Square, New Jersey, 08690 as follows:

<u>Tax Year</u>	<u>Original Assessment</u>	<u>Appeal Assessment</u>	<u>Reduction</u>	<u>Refund</u>	
2007	\$3,837,300.00	\$3,000,000.00	\$837,300.00	\$13,564.26	
					Credit on 4/08 in the amount of \$16,308.52 – refund due
2008	\$3,837,300.00	\$2,800,000.00	\$1,037,300.00	\$17,219.18	\$910.66

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

Roll Call Vote: AYE - Burke, Niemann, Augustine  
NAY - None  
ABSTAIN - None  
ABSENT - None

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 - 164**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$43,796.73 to redeem Tax Sale Certificate No. 2007-06 on Block 28, Lot 9.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the Chief Financial Officer be authorized to issue a check in the amount of \$43,796.73 to US Bank Cust/Sass Muni V DTR, 50 South 16<sup>th</sup> Street, Philadelphia, PA, 19102 for the redemption of Tax Sale Certificate No. 2007-06.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 165**

**TAX SALE REDEMPTION**

**WHEREAS**, the Tax Collector has received redemption monies in the amount of \$21,232.02 to redeem Tax Sale Certificate No. 2006-11 on Block 38, Lot 28.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey, that the Chief Financial Officer be authorized to issue a check in the amount of \$21,232.02 to Mooring Tax Asset Group, LLC, P.O. Box 281856, Atlanta, GA, 30384-1856.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

**2008 - 352**

**Roll Call Vote:**            **AYE**            - **Burke, Niemann, Augustine**  
                                 **NAY**            - **None**  
                                 **ABSTAIN**    - **None**  
                                 **ABSENT**     - **None**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 - 166**

**CANCELLATION OF REAL ESTATE TAXES**

**WHEREAS**, Block 39, Lot 9.01 has qualified for a total exemption of real estate taxes due to the fact the owner is a disabled veteran; and

**WHEREAS**, the tax assessor granted the tax exemption beginning with the fourth quarter 2008.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the following taxes shall be cancelled and the tax collector relieved of the obligation to collect those taxes:

Fourth Quarter 2008 -	\$ 2240.57
First Quarter 2009 -	\$ 2186.39
Second Quarter 2009 -	\$ 2186.38

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

**Roll Call Vote:**            **AYE**            - **Burke, Niemann, Augustine**  
                                 **NAY**            - **None**  
                                 **ABSTAIN**    - **None**  
                                 **ABSENT**     - **None**

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 - 167**

**CANCELLATION OF REAL ESTATE TAXES**

**2008 - 353**

**WHEREAS**, due to a tax assessor's error, real estate taxes for 2008 were assessed in duplicate on Block 40, Lot 3; and

**WHEREAS**, the property has been acquired by the State of New Jersey DEP.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Kingwood, County of Hunterdon and State of New Jersey that the tax collector be authorized to cancel, pursuant to N.J.S.A. 54:4-99 and N.J.S.A. 54:4-100, the following amounts:

Fourth quarter Omitted 2008 - \$ 1270.75

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 168**

**CANCELING SMALL BALANCES**

**WHEREAS**, the Township Committee of the Township of Kingwood finds and declares that N.J.S.A. 40a:5-17.1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

**WHEREAS**, the Township Committee further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars; and

**WHEREAS**, the Township Committee further finds and declares that it is in the best interest of the citizens of the Township of Kingwood for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars in accordance with N.J.S.A. 40A:5-17.1;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood that Municipal Tax Collector, Diane Laudenschick, is hereby authorized to process the cancellation of tax refunds and/or delinquencies of less than ten (\$10.00) dollars during the calendar year of 2008 and prior years in accordance with N.J.S.A. 40A:5-17.1.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RESOLUTION**

The following Resolution was introduced by Committeewoman Elaine Niemann:

**KINGWOOD TOWNSHIP RESOLUTION  
HONORING MAYOR MARGARET E. AUGUSTINE  
FOR HER SERVICE TO KINGWOOD TOWNSHIP**

**WHEREAS**, Mayor Margaret E. Augustine, known by all as “Marge” has served the Township of Kingwood as a member of the Township Committee since 2005, having served for the past year as Mayor of Kingwood Township; and

**WHEREAS**, Marge has a long history of generously giving her time to her community, recently including positions of leadership in the Merry Mixers, presiding over many marriages in her capacity as Mayor, and in that way launching new families in our community; and

**WHEREAS**, Marge has helped to educate the students at Kingwood School about public service, bringing a new generation of residents to volunteerism and service to keep our community strong; and

**WHEREAS**, we all appreciate Marge’s quick sense of humor, energy, and love of travel and adventure, including a recent journey to Saudi Arabia and countless other trips visiting family and friends on the Eastern Seaboard; and

**WHEREAS**, Marge has set a good example for the rest of our community, selflessly devoting herself to her husband, children, and now in-laws and grandchildren, while making time to volunteer her time as described above; and

**WHEREAS**, Marge has supported the efforts of the Township of Kingwood to preserve its rural character, firmly demonstrating that commitment by preserving her own family farm in the township; and

**WHEREAS**, for many years Marge served our Township as the Tax Collector and Chief Financial Officer and fulfilled other municipal roles as they were needed, giving service with integrity and dedication, bringing those skills with her as a member of the governing body, helping us to unravel some complicated problems; and

**WHEREAS**, Marge is known to have additional talents in baking treats for many events throughout the township and we sincerely hope she will not hang up her measuring cup with her retirement from the Township Committee;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee expresses our gratitude for Marge’s service to the Township of Kingwood and our best wishes for whatever her next adventure may be.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

Mayor Augustine expressed her many thanks for the Resolution, and stated that it has been a wonderful experience being Mayor for Kingwood Township. Clerk MacConnell presented Mayor Augustine with a special thank you note from the 1<sup>st</sup> grade class from the Kingwood Township School, which Mayor Augustine visited and educated the children about the towns government, and her job as Mayor.

**NEW BUSINESS**

**TV Digital Signals**

Mayor Augustine explained an article that she received and wanted to share with the Committee members. The article was about TV signal problems and antennas no longer being part of TV service. Mrs. Augustine is concerned about the seniors and who may have old televisions with antennas. Mayor Augustine offered to bring the article to the next seniors meeting to see if anyone may need assistance or help. The Committee members thought perhaps they could approach Service Electric Cable TV about the situation.

**Master Plan – Conservation Plan Element**

Township Clerk Mary MacConnell explained that the Township’s Planning Board recently adopted the Conservation Plan Element of the Master Plan, and that copies are on file in the office during weekday hours for review.

**Home Depot Credit Card Authorization**

C.F.O. Diane Laudenbach explained receiving a request from Foreman, Mark Petro to be an authorized purchaser on the Home Depot account.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to authorize Mark Petro, Foreman for the Township’s Public Works Department to purchase items when needed using the Home Depot account.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Animal Control Salary – Franklin Township**

C.F.O. Diane Laudenbach explained that their was a salary issue, and that it has been taken care of with Franklin Township.

**Boards, Committees and Commissions Vacancies for 2009**

The Committee members have decided to wait to discuss the vacancies towards the end of the meeting.

**Holiday Schedule**

Committeewoman Niemann suggested that the employees of the municipal offices leave early on Christmas Eve, December 24<sup>th</sup>, and New Years Eve, December 31<sup>st</sup> at 3:00 P.M. for the Holidays.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to approve for the employees of the Township of Kingwood to be dismissed early on December 24<sup>th</sup> and December 31<sup>st</sup>, at 3:00 P.M.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

The Committee members asked Clerk MacConnell to contact Tax Assessor David Gill to see if he would change his regular hours from Wednesday, December 31, to Tuesday, December 30<sup>th</sup>, from 4:00 P.M. to 6:00 P.M. due to the Holiday.

**OLD BUSINESS**

**Truck Bids – Resolution No. 2008-169**

A notice to bidders was published in the Hunterdon County Democrat on November 6, 2008, and in the Express Times on November 7, 2008. Bids to be submitted by Tuesday, November 25, 2008 at 10:00 A.M. at the office of the Township Clerk. Bids were opened and read on Tuesday, November 25, 2008 at 10:00 A.M. in the meeting room of the Kingwood Township Municipal Building.

Bid Summary:

Robert H. Hoover & Sons Inc., Flanders NJ	\$121,790.00
Brown’s Hunterdon International, LLC, Bloomsbury NJ	\$126,607.00
DBA Quality Bus Sales & Services, Inc., Maybrook, NY	\$126,820.00
Bucks County International, Inc., Langhorne, PA	\$131,700.00
Mid-Atlantic Truck Center, Inc., Linden, NJ	\$139,591.00

Attorney Kopen noted that this will be a resolution awarding the bid to Quality Bus Sales and Service Inc., based upon the report of the Township Engineer of November 26, 2008, and the review of the Township Attorney, which finds that Quality Bus Sales and Service Inc. was the lowest responsible bidder pursuant to the Engineer’s report. That award shall be subject to the provision of a Business Registration Certificate from the subcontractor for Quality, which is E. M. Kutz, Inc.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 - 169**

**RESOLUTION TO AWARD CONTRACT FOR 2009 DIESEL TRUCK, SALT SPREADER, FRAME AND PLOW**

**WHEREAS**, Kingwood Township advertised for and received bids for a 2009 Diesel Truck, Salt Spreader and Plow; and

**WHEREAS**, the bids were reviewed by the Township Engineer as is reflected in his report of November 26, 2008 and were also reviewed by the Township Attorney; and

**WHEREAS**, according to report of the Township Engineer dated November 26, 2008 and attached hereto as Exhibit A, as well as the review of the Township Attorney, the lowest responsible bidder is Quality Bus Sales and Services Inc. dba Quality Bus and Truck Center;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Kingwood that:

The contract for the 2009 Diesel Truck, Spreader, Frame and Snow Plow be awarded to Quality Bus Sales and Services Inc. dba Quality Bus and Truck Center, 201 Charles Street, Maybrook, NY 12543 in the amount of \$126,820.00, subject to the provision that Quality Bus Sales and Services Inc. dba Quality Bus and Truck Center provide a current NJ Business Registration Certificate from its subcontractor, E.M. Kutz, Inc., prior to the time that E.M. Kutz performs any work under the aforementioned contract.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Letter from GPS LLC and Sample Documents re: Municipal Revenue Restoration Act – Carried Over From November Meeting**

Committeewoman Niemann commented that after having a closer look at the correspondence, that the Township should support the Municipal Revenue Restoration by Resolution.

**RESOLUTION**

The following Resolution was introduced:

**RESOLUTION NO. 2008 – 172A**

**RESOLUTION OF THE TOWNSHIP OF KINGWOOD URGING THE NEW JERSEY LEGISLATURE TO SUPPORT THE MUNICIPAL REVENUE RESTORATION ACT OF 2008**

**WHEREAS**, all New Jersey businesses pay local taxes on their real property, the New Jersey personal property tax is paid by handful of petroleum refineries and only three local exchange telecommunications companies – Verizon, Embarq and Warwick Valley, that provide 51% or more of the telephone/voice service in a particular community; and

**WHEREAS**, due to increased competition and strained market conditions, the cost of communications property has steadily declined over the years and is no longer a stable tax base that New Jersey municipalities can depend on; and

**WHEREAS**, fewer providers are meeting the 51% threshold, causing municipal revenues collectively to experience an aggregate loss of \$440 million since 1997; and

**WHEREAS**, estimates project as least 50 New Jersey municipalities will lose their personal property tax funding by 2009, a number that could grow to 150 within the next year; and

**WHEREAS**, the Municipal Revenue Restoration Act proposes to replace the current funding system with an expanding sales tax, already applicable to telecommunications services and digital goods sold by communications companies, by simply including video services; and

**WHEREAS**, this approach would ensure that all video service providers within a market that offer the same “product” are taxed at the same rate; and

**WHEREAS**, the proposal would reverse the declining tax revenue trend by replacing current laws with an equitable and stable funding system tied to the growing use of video services in our state; and

**WHEREAS**, municipalities and their residents have a significant special interest in preserving a steady and stable funding source;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey urge the New Jersey League of Municipalities and New Jersey Conference of Mayors to endorse the Municipal Revenue Restoration Act of 2008; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be certified and forwarded to Governor Jon S. Corzine, Senate President Richard Codey, House Speaker Joseph Roberts, Senate Majority Leader Shirley Turner, House Majority Leader Bonnie Watson Coleman, Senate Minority Leader Tom Kean, House Minority Leader Alex DeCroce, members of the legislature’s Senate Budget and Appropriations Committee, the New Jersey League of Municipalities, and New Jersey Conference of Mayors.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Newspaper Pricing**

The Committee member reviewed quotes from the Courier News and the Express Times. The Hunterdon County Democrat could not give a quote. They said it is based on the amount of letters and lines used and every situation is different.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to officially appoint the Hunterdon County Democrat as the Township’s official news paper, and the Courier News as the Townships secondary official newspaper for publications.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**KTS Land Exchange**

Deputy Mayor Burke noted that there is nothing to discuss at this time.

**Hazardous Mitigation Plan Amendments**

Deputy Mayor Burke explained that Mr. Joseph Zdrodowski from Byram, the Township’s Hazardous Mitigation Plan Coordinator, had made amendments to the plan, and it has been resubmitted to the State to be reviewed. There is no set date when the State will approve the plan.

**Wastewater Management Plan**

Committeewoman Niemann noted that there was a report for the plan in the Engineer’s report this month. Mrs. Niemann reviewed that a subcommittee was formed and that they met already. There were tasks handed out to all the members. She noted that there is an update at the County tomorrow morning with regard to the wastewater management plan. Also the subcommittee has a timeline to work with by next spring.

**MINUTES**

**November 3, 2008 Regular Meeting**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the minutes of the November 3, 2008 Regular Meeting Minutes and placed on file.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**November 3, 2008 Executive Session**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adopt the minutes of the November 3, 2008 Executive Session and placed on file.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**It should be noted that the minutes of executive sessions shall be held as closed until officially released by the Township Committee.**

**EXECUTIVE SESSION – RESOLUTION NO. 2008 - 170**

Following a brief recess, at approximately 8:05 P.M., the following Resolution was introduced to enter into closed session:

**RESOLUTION NO. 2008 – 170**

**WHEREAS**, Section 7 of the Open Public Meetings Act, Chapter 231 P.L. 1975 (R.S.10:4-13) permits the exclusion of the public from a meeting or a portion of a meeting of this public body in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Kingwood, County of Hunterdon, State of New Jersey as follows:

1. The public shall be excluded from the meeting or a portion of a meeting at which this public body discusses the hereinafter specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

**Potential Litigation – General Code Enforcement Report**  
**Litigation – Buckeye Pipeline Tax Appeal, Michalenko**  
**Personnel – General Code Enforcement Officer, Road Department**  
**Contract Negotiations – Proposed Housing Element and Fair Share Plan**  
**Acquisition of Property – Equestrian Village, Gergar Property, Middleton/Ramirez, Skylark Island**

3. The time when the circumstances under which the discussions conducted in closed session of this public body can be disclosed to the public is as follows:

**The minutes of the closed session will be made public upon conclusion, dismissal or settlement of litigation; or final resolution of agreements or personnel matters; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 13.**

4. This resolution shall take effect immediately.
5. The Township Committee may take additional action upon returning to regular session.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to adopt the foregoing Resolution.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**RETURN TO REGULAR SESSION**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried to return to regular session at 9:00 P.M. **All voted Aye on Roll Call Vote.**

**Advertising For Two Positions**

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to advertise for two municipal positions. One is for the General Code Enforcement Official, and also a public works department employee, that would be paid on an hourly basis and needed only for snow removal.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

**Salaries**

The Committee members discussed salary increases for the year 2009. They discussed the salary for the Parks and Recreation Secretary. It was suggested by Deputy Mayor Burke that the salary be increased from \$ 2,343.25 to \$3,500.00.

He explained that the work load has doubled with all the new projects they added this year. This will be reviewed with the secretary. Committeewoman Niemann would like to investigate the amount of time the Construction Department puts into each week. The Committee feels they should look into the alternative with the State. They feel that the Construction Department has slowed down a lot in the past year. Secretary to the Construction Official, Diane Laudenschick, explained all the detailed extra work that the Construction Official is putting in to clean up the office from previous open permit files. The Committee members discussed a percentage rate increase for most of the employees, excluding just a few, as far as, the Recycling Coordinator, and the Parks and Recreation Secretary. The Dog License/Animal Control Official's salary was discussed. There will be no dog canvassing in the year 2009 needed. They discussed the difference of funds between a 3% and a 3 ½ % increase in salaries, which came to about \$2,000. Mayor Augustine feels that the increase of \$2,000 is not going to affect the budget. The Committee reviewed an overall budget discussion with the Township's C.F.O. Deputy Mayor Burke noted that to keep it similar to what the public works department receives, which is a 4% increase in salaries, the employees should receive 3 ½ percent. Mr. Burke also feels that the Township Committee, and the Mayor's salary should not increase along with the other line items.

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to increase the Township's salary projections for 2009 at 3 ½ percent, excluding the Township Committee Official's, and allowing an increase of salary to \$3,500 for the Parks and Recreation Secretary with further review.

**Roll Call Vote:**

<b>AYE</b>	- <b>Burke, Niemann, Augustine</b>
<b>NAY</b>	- <b>None</b>
<b>ABSTAIN</b>	- <b>None</b>
<b>ABSENT</b>	- <b>None</b>

C.F.O. Diane Laudenbach suggested several options for the 2009 budget.

There was a brief discussion about advertising for a recycling coordinator and a salary to be established. The current recycling coordinator is willing to continue, but the Township must advertise for the position.

The State is making it mandatory for municipalities to have a certified municipal recycling coordinator by January 2010. The person in the position must complete a 21 day program to become certified.

### **COAH – MELNYK PROPERTY**

Deputy Mayor Burke explained that in some of the discussions with the Housing Board in reference to COAH, it was discussed the possibility of using the Melnyk property as a site for COAH housing.

He noted that a wetlands delineation needs to be completed on the property, and that the Habitat for Humanity has requested that the Township pay for the delineation. Habitat for Humanity has gotten an estimate of \$4,000 dollars for a wetlands delineation. Mr. Burke said that previously there was a wetlands delineation done on the Ukarish property, which is very similar to the Melnyk property, and that this cost the Township \$3,400 dollars. The representatives from Habitat for Humanity have requested that the Township Committee consider the amount of \$4,000 dollars for the wetlands delineation. Mr. Burke noted that he is in the process of obtaining other quotes. The Committee members discussed the situation, and if the Township could use the money from the COAH account. They would like Habitat for Humanity to pay half of the cost. C.F.O. Diane Laudenbach will contact the Township's Planner David Banisch, and discuss the limitation for the COAH account for planning. Mr. Burke will follow up with Habitat for Humanity about sharing the cost for \$2,000 dollars. He will also follow up on getting several quotes to get a better price on the delineation.

### **Appraisals for the Helen Gergar property**

The Committee members discussed the estate and the funds. Attorney Kopen noted that an appraisal needs to be done on the property and will contact the attorney of the estate to review. The appraisals will be obtained in 2009.

### **Appointments**

The Township Committee reviewed the list of appointments and vacancies.

Clerk MacConnell reviewed the reappointment for the Municipal Tax Assessor, which needs to be done. A resolution will be adopted at the December 9, 2008 meeting.

It was noted that Liz Schmidt the Township's Farmland Preservation Coordinator, would like to have some assistance with the PIG program.

Deputy Mayor Burke discussed putting up signs outside the municipal building near the ramp. The signs will state municipal offices. Mr. Burke will also be getting quotes for an over head spot light for the side of the parking lot near the ramp.

It was moved by Mr. Burke, seconded by Mrs. Niemann and carried the motion to authorize to order and put up signs outside the offices directing people to the office areas and to posted along the side and in front of the building.

<b>Roll Call Vote:</b>	<b>AYE</b>	<b>- Burke, Niemann, Augustine</b>
	<b>NAY</b>	<b>- None</b>
	<b>ABSTAIN</b>	<b>- None</b>
	<b>ABSENT</b>	<b>- None</b>

It was moved by Mrs. Niemann, seconded by Mr. Burke and carried the motion to adjourn the meeting at 10:30 P.M. All voted Aye on Roll Call Vote.

**Respectfully Submitted,**

**Cynthia L. Keller, RMC  
Deputy Clerk**